
DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT

P.O. Box 1947
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(916) 576-7109
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Date: February 1, 2011

TO: CSBG Service Providers

FROM: Leslie Taylor, Manager
Program Development and Technical Support

SUBJECT: 2010 Community Services Block Grant Information System Survey (CSBG/IS)

It is that time again to submit the Community Services Block Grant Information System Survey (CSBG/IS). States are federally mandated to submit a report on the measured performance of the State and its CSBG service providers. Per the CSBG contract, the CSBG/IS forms must be completed and submitted by March 1, 2011.

CSD will prepare and submit the aggregated statewide data concurrently to the U.S. Department of Health and Human Services (DHHS) Office of Community Services and the National Association for State Community Services Programs (NASCSPP).

The forms and instructions for completing the 2010 CSBG/IS are available for download on the CSD website at www.csd.ca.gov. Select the "CSD's Contractors" tab, then select the "CSBG" tab, then select "2010 CSBG Contract". Please read the instructions before completing the survey.

In addition, complete and submit the one page report for the National Performance Indicator 2.4: Employment Growth from ARRA Funds. This indicator was inadvertently omitted from 2010 CSBG/NPI Programs Report (CSD 801). The information collected for this indicator is for your other ARRA funds that created or saved jobs at least in whole or in part by ARRA (do not report information for CSBG ARRA).

The reports to be completed to be completed and submitted are:

- CSBG Fiscal Data- Other Funds (CSD 425. OF)
- CSBG Fiscal Data – Other Resources (CSD 425 OR)
- CSBG Program and Management Accomplishments (CSD 090)
- NPI Indicator 2.4: Employment Growth from ARRA Funds (Column 2 only)

Upon completion of the above reports email all four (4) reports to csbgis@csd.ca.gov no later than March 1, 2011. In the subject line of the e-mail remember to type your agency name which will allow CSD to quickly identify the agency submitting the reports.

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If you are unable to access or submit the forms electronically, or have any questions, please contact Stella Avila at (916) 576-7196 or email her at savila@csd.ca.gov. Thank you for your cooperation. We look forward to receiving your reports, which will provide valuable information on the activities occurring in your agency.